

A regular meeting of the Duxbury Housing Authority was held on Wednesday September 12, 2022 at 10:00am. The following were in attendance:

Pauline Flynn, Vice-Chairman
Maxene Benevides, Treasurer/Tenant Board Member
Bri Leing, Commissioner

Also Present:

Chris Plourde, Assistant Executive Director
Greg McGowan, Facilities & Modernization Manager

Absent:

Dede Riendeau, Executive Director
Bertram Walters, Commissioner

Public Comment

None

Board Reorganization:

On a motion made by Pauline Flynn and seconded by Maxene Benevides, the Board voted 3-0 to appoint Bri Leing as the Chairman.

On a motion made by Pauline Flynn and seconded by Maxene Benevides, the Board voted 3-0 to appoint Pauline Flynn as the Vice-Chairman.

On a motion made by Pauline Flynn and seconded by Bri Leing, the Board voted 3-0 to appoint Maxene Benevides as the Treasurer.

Appointment Community Preservation Committee:

On a motion made by Pauline Flynn and seconded by Bri Leing, the Board voted 3-0 to appoint Bri Leing as the Community Preservation Committee Rep.

Facilities Update:

Greg explained the fire alarm contract went out and the lowest bidder couldn't start on time which would leave DHA without monitoring. He asks the Board to cancel the contract. On a motion made by Pauline Flynn and seconded by Bri Leing, the Board voted 3-0 to cancel the current contract. Our current contractor, Sounder Systems, will continue to monitor month to month until we get new bids and hire a new contractor.

He received an emergency waiver to replace the fire alarm system at Merry Ave.

An RFQ went out to bid for painting at turnovers. The lowest bidder was Domain Painting. On a motion made by Bri Leing and seconded by Maxene Benevides, the Board voted 3-0 to award the contract to Domain Painting.

The laundry equipment lease went back out to bid and there was only one bidder. The company had great referrals. DHA will get receive 40% of the gross profit. On a motion

made by Bri Leing and seconded by Maxene Benevides, the Board voted to award the contract to American Laundry Equipment Co.

Old Business/New Business:

Chris explained that Plymouth applied for a grant to hire a resident services coordinator for all 4 authorities. This employee will help to organize coffee hours, events and assist tenants with questions and concerns. OCES will hire on their end and our funding will help pay for the position.

Chris also reported that Buddy has been out on medical and Jared from Kingston has been covering hours to make sure things are running smoothly.

Warrant:

On a motion made by Bri Leing and seconded by Maxene Benevides, the Board voted 3-0 to pay the bills for August.

On a motion made by Bri Leing and seconded by Maxene Benevides, the board voted 4-0 to pay the bills for September.

Next Meeting Date:

November 9th @10am

Adjournment:

On a motion made by Maxene Benevides and seconded by Bri Leing, the Board voted 3-0 to end the meeting. The meeting adjourned at 10:55am

A true record
